

The Andover Council on Aging Board (COAB) met in regular session on Thursday, December 12, 2014 at 8:00 am at The Center at Punchard, 30 Whittier Court, Andover, MA.

Chair Don Robb called the meeting to order at 8:00 am and on

ROLL CALL: Present were Don Robb, Ann Grecoe, Mike Roli, Kaye Devanna, Joan Fox, Margaret O'Connor, Jane Gifun, Ken DeBenedictis and Joe Ponti. Absent was Stuart McNeil.

Also present were Kathy Urquhart, Director of Elder Services; Donna Morse, Executive Secretary of Elder Services; Will Morgan, B'nai B'rith Housing; Samantha Gajewski, National Development; Dr. Suetta Tenney; and Greg Lockman.

### **Minutes**

On MOTION by Ken DeBenedictis, which was seconded by Joe Ponti, it was voted to accept the minutes as amended. On VOICE VOTE the motion was declared as PASSED UNANIMOUSLY.

### **New Business**

Roles and Expectations - Ann Grecoe reminded the members about speaking in public; making it clear as to whether you're speaking for the COAB or as a private citizen. She asked the members to send her feedback as to what their expectations are for the Board.

Revise Committees - Tax Relief Committee – Mike Roli stated that there is nothing currently scheduled for a meeting with Rep. Kaufman. Housing Committee – Margaret O'Connor and Joe Ponti will be the committee. They will keep track of the Planning Board meetings, attending when possible. The current projects being tracked are Strawberry Hill and Elm St. Strategic Plan – The Board was asked to review their current strategic plan in preparation for the January meeting. It was mentioned that goals should be clear and measurable in order to measure success. The Needs Assessment Survey info should be back in January and should be a wealth of information.

Focus Groups for the Needs Assessment Survey - It was determined that there should be two focus groups scheduled; one for Town officials and businesses and one for seniors and Boomers who did not receive a random survey. Ken DeBenedictis offered to work with Kathy Urquhart to look at focus groups.

FY16 Budget - Kathy Urquhart stated that the Town Manager has indicated that the FY16 Budget should be level funded. It was suggested that the budget be designed from the top down, aiming for \$100 per senior. It was determined that there needs to be a discussion about custodial coverage for using the soon-to-be-completed Youth Center and for more programming at The Center in the evenings. Kathy Urquhart, Don Robb and Ann Grecoe will discuss this with Town Manager Buzz Stapczynski and Municipal Services Director Chris Cronin. Don Robb reported that the Andover/North Andover YMCA's expansion will be complete in the fall so planning programming and transportation should be started for that.

### **Old Business**

Strawberry Hill Development - Will Morgan of B'nai B'rith and Samantha Gajewski of National Development gave a brief update on the Strawberry Hill Development Project. They shared that 20% of the apartments would be low-tier income (\$42,000 for two people), 50% would be moderate (\$51,000 for two people) and 30% would be upper-tier (approx. \$60,000 for two

people). Local preference would be defined as 70% for Andover residents, which would include those currently living in Andover, Andover municipal employees and employees of local businesses. They stated that they have contacted the MVRTA and MV Transportation Management to look at meeting the needs of the residents regarding transportation. They stated that the memory care unit will have its own affordable system. Of the 68 memory care units, there will be 1 unit at low income, 3 units at moderate income and 2 units at upper-moderate income. The Planning Board has asked for a memo from the Council on Aging Board regarding the Strawberry Hill Project. The Board asked that an email be sent to the Planning Board Chair indicating that the COA Board is not taking a stand on this project.

#### **Other**

Kathy Urquhart shared a draft of a Letter to the Editor that she would like to send to the *Townsmen* regarding the housing issues before the Planning Board. The members shared their thoughts. The Board questioned what the Master Plan says about affordable housing. Kathy also informed the Board that Buzz is not making any further Board appointments at this time.

On Motion of Ken DeBenedictis, and seconded by Joan Fox, the meeting adjourned at 9:47 am.

The next regular meeting is January 8, 2015

Respectfully Submitted,  
Donna Morse  
Recording Secretary